



Celebration Baptist Kinderschool  
 3300 Shamrock Street East Tallahassee, FL 32309  
 (850)893-2229 Fax (850)668-3223

## 2019/2020 Registration Form

(All fees are **NON-REFUNDABLE**)

**For staff use only:**

1s - \_\_\_\_\_ ( M T W Th F )  
 2s - \_\_\_\_\_ ( M T W Th F )  
 3s - \_\_\_\_\_ ( M T W Th F )  
 4s - \_\_\_\_\_ Cert: \_\_\_\_\_  
 BSC - \_\_\_\_\_ ( M T W Th F )  
 S&P - \_\_\_\_\_ ( M T W Th F )

Org. Enroll. Date: \_\_\_\_\_

W/D Date: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Date to Start: \_\_\_\_\_

**Student Information**

Name of Child: \_\_\_\_\_ Name Preferred: \_\_\_\_\_

Child's Home Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Child's Home Phone: \_\_\_\_\_ Birth date: \_\_\_\_\_ Sex: *male* \_\_\_\_\_ *female* \_\_\_\_\_

Name of previous school: \_\_\_\_\_

Church Affiliation: \_\_\_\_\_ Primary Email Address: \_\_\_\_\_

**Parent/Guardian Information**

Child lives with: \_\_\_\_\_ Relationship (*if other than parents*): \_\_\_\_\_

FATHER - *Parent /Guardian*: \_\_\_\_\_ MOTHER - *Parent /Guardian*: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Home #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Employer \_\_\_\_\_ Employer \_\_\_\_\_

Work #: \_\_\_\_\_ Work #: \_\_\_\_\_

Email address: \_\_\_\_\_ Email address: \_\_\_\_\_

Primary Financial Responsibility: \_\_\_\_\_

**Medical Information**

Child's Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Allergies (and other concerns): \_\_\_\_\_

**Person(s) other than parents to contact in case of emergency**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

**Person(s) other than parents permitted to pick up the child**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone/Cell #: \_\_\_\_\_

**Parent/Guardian Emergency Contact-Pick Up Consent**

**I/We give permission for the above listed individuals to be contacted and/or pick up child listed on this registration form.**

\_\_\_\_\_  
 (Print Your Name)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

\_\_\_\_\_  
 (Print Your Name)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

(Registration continued on back)

FOR OFFICE USE ONLY

**Parent/Guardian Emergency Text**

Please fill out the following information in order to receive text messages, including Emergency Text from our school. If you have any changes or updates, please notify the front office.

FATHER - Parent /Guardian: \_\_\_\_\_

MOTHER - Parent /Guardian: \_\_\_\_\_

Cell #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Carrier: \_\_\_\_\_

Carrier: \_\_\_\_\_

**Parent/Guardian Records Access Consent**

**I/We give permission for the Celebration Baptist Ministries staff to access school records for the child listed on this Registration Form.**

\_\_\_\_\_  
(Print Your Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Your Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Please check your 2019/20 request for this child**

(1.) **Preschool (1 year - 3 years):** T/Th \_\_\_\_\_ M/W/F \_\_\_\_\_ M-F \_\_\_\_\_

(2.) **4 year old program:** M-F \_\_\_\_\_

\_\_\_ Choosing to defer VPK (Birthdate is Feb. 2, 2015 – Sept. 1, 2015)

\_\_\_ NO option to defer VPK (Birthdate is Sept. 2, 2014 – Feb. 1, 2015)

\_\_\_ Choosing NOT to defer VPK (4 yrs. old by Sept. 1, 2019)

(3.) **Before School Care 8:00-9:00 (1 year - 4 years):** T/Th \_\_\_\_\_ M/W/F \_\_\_\_\_ M-F \_\_\_\_\_

(4.) **Stay & Play 1:00-2:30 (1 year - 4 years):** T/Th \_\_\_\_\_ M/W/F \_\_\_\_\_ M-F \_\_\_\_\_

(5.) **After School (Only VPK are eligible)** – Please see Holly Mills, After School Director \_\_\_\_\_

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**FOR OFFICE USE ONLY**

2019 / 2020 registration date: \_\_\_\_\_

Ministerial Discount: \_\_\_\_\_

**Registration fee**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

**Supply fee:**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

**Wraparound Fee:**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

**Activity fee:**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

**Registration fee:  
(Before School Care)**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

**Registration fee:  
(Stay & Play)**

cash \_\_\_\_\_ / \_\_\_\_\_  
(receipt #) (amount)

check (#) \_\_\_\_\_ / \_\_\_\_\_  
(amount)

Date paid: \_\_\_\_\_

# 2019-2020

## Fall Registration News!

Our registration for 2019-20 is upon us. Registration will take place in The Broom Tree Café 8:00-1:00.  
**Currently** enrolled children may register any time between the dates of **1/10/19 – 1/24/19**.

**Monday, January 28<sup>th</sup> ~ siblings of current CBK families only**

**Tuesday, January 29<sup>th</sup> ~ Celebration Baptist Church members and After School families**

**Wednesday, January 30<sup>th</sup> ~ open to the community**

**8:00 a.m. each morning of registration, we will begin distribution of Registration Numbers.**  
**Pick up at the front desk.**

Registration is on a first come first serve basis. In order to register and retain a spot for your child, please arrive by 8:00 and obtain a ticket number from the front desk. The ticket number will indicate who is next to register.

In order to assist you in your decision as to where to place your child/children this fall of 2019, please note the following important information.

### Registration Form (changes)

**Please note: Department of Children and Families is now requiring addresses of ALL contacts designated in case of emergency AND permitted to pick up your child. Please make sure you have their addresses to complete the registration form. Registration will not be complete until all information is listed. Thank you in advance!**

### Before School Care (18 month olds - VPK)

Hours from 8:00 – 9:00 are available Monday through Friday. BSC days will reflect the days enrolled at CBK. There is a \$60 registration fee. To ensure your child's spot, please register now so that we can adequately staff this program. There is no sibling discount.

### Stay & Play (18 month olds - VPK)

Hours from 1:00 – 2:30 are available Monday through Friday. You may choose the days you would like your child to attend Stay and Play. Stay & Play is a time for children to stay longer and play with friends. Younger children may rest or nap as needed. There is a \$60 registration fee. To ensure your child's spot, please register now so that we can adequately staff this program. There is a sibling discount.

### After School Program (VPK only)

Hours from 1:00 – 6:00 are available Monday through Friday. This ministry of Celebration Baptist Church is under the Directorship of Mrs. Holly Mills. After School staff will pick up the children from CBK and walk them over to the gym to continue their day in the After School Program. Please see the After School fee schedule for more details such as times, days and fees.

### Preschool (18 month olds - 3 year olds)

~2 day option is Tuesday and Thursday

~3 day option is Monday, Wednesday and Friday

~5 day option is Monday through Friday

~The \$50 activity fee allows your child to receive a CBK t-shirt and participate in all on-campus field trips, school/holiday celebrations, school programs, snow day, end of the year special activities, etc. This fee is **due by May 10, 2019**.

## 4 year old Program (includes VPK funded portion)

~School Supply List - There is no supply fee for 4 year olds. Over the summer, we will send home a list of recommended supplies that your child will need for the fall. Please bring supplies with you to the student/parent orientation. Orientation dates will also be mailed out in the summer.

~4 year old wrap around care fee is \$950 for the year. \$500 is due at registration, and the balance paid \$50 monthly from September-May. If preferred, the entire wrap fee may be paid in full at registration.

Our Four Year Old Program provides approximately 668 hours of instruction which exceeds the VPK hours by approximately 128 hours for the school year. The additional 128 classroom hours are paid for by the family through a separate fee called "wrap around care" fee. This fee is based on our cost of care for a four year old student.

## Supply Fee, Tuition and Activity Fee due dates

All supply fees are due prior to school starting. All tuition is due the first day of school, and by the **1st of each month** thereafter. **A late fee of \$25.00** will be charged for payments received after the *10th of the month*. Checks should be made out to **Celebration Baptist Kinderschool** or **(CBK)**. Please see rate sheet for due dates for our fees.

Due at registration – fees that are applicable to your student’s attendance  
 Fees include registration fees, ½ of the supply fee and wrap around fees  
 Please refer to the attached rate sheet for details.

**\*\*\*ALL FEES ARE NON-REFUNDABLE\*\*\***

We will be happy to help with any questions and/or suggestions you may have. We can be reached at (850)893-2229. It is going to be another great year and we can't wait to see you there!

	Preschool	4 Year Old Program
Orientation Dates and times*	Parents <b>ONLY</b> Orientation Sun, August 18, 2019 2:00-4:00 p.m.  Students w/parents Mon, August 19, 2019 10:00-11:00 a.m.	Parents <b>ONLY</b> Orientation Thurs, August 15, 2019 6:00-8:00 p.m.  Students w/parents Mon, August 19, 2019 10:00-11:00 a.m.
First day of school*	<i>Tuesday, August 20, 2019</i>	<i>Tuesday, August 20, 2019</i>
Last day of school*	<i>Friday, May 15, 2020</i>	<i>Friday, May 15, 2020</i>

**\*Note: Dates are subject to change pending the final decision on the Leon County School Calendar. You will receive finalized dates once confirmed.**

# 2019-2020 Registration Check List

Hello Families! Please use this check list to ensure you have all that is needed for registration. **Placement in our program is guaranteed only when we have received all documents and fees due are paid in full.** All fees are non-refundable. Registration is first come first serve.

## **All Students** *(returning and newly enrolling)*

- \_\_\_\_\_ 2019-2020 Registration Form
- \_\_\_\_\_ \$135 Registration Fee *(N/A for VPK)*
- \_\_\_\_\_ ½ Supply Fee *(N/A for VPK)*
- \_\_\_\_\_ \$60 Registration Fee (BSC)
- \_\_\_\_\_ \$60 Registration Fee (S & P)

## **New Students**

- \_\_\_\_\_ Current Florida Certificate of Immunization *(Form- DH 680 or DH 681)*  
Request this by phone from your pediatrician; they will inform you if you need an appointment.  
**You will need a new form after each immunization appointment.**
- \_\_\_\_\_ Current Florida Student Health Examination *(Form- DH 3040)*  
Request this by phone from your pediatrician; they will inform you if you need an appointment.  
**On page #1, please fill out parent section completely.**
- \_\_\_\_\_ Disciplinary Policy / Parent Brochure Statement / Photo Usage Consent  
**Please fill out and sign all 3 sections.** Keep the brochure from the state of FL.
- \_\_\_\_\_ Permission for *Food-related Activities & Special Occasion* food consumption

## **Four Year Olds (including VPK funded program)**

- \_\_\_\_\_ Wrap Around Fee (\$950 total), **\$500 is due at registration**
- \_\_\_\_\_ Certificate of Eligibility

Online VPK Registration [www.elcbigbend.org](http://www.elcbigbend.org). Their phone number is (850)385-0504.

Once completed, your child's Certificate of Eligibility will be sent to your email. Print out, sign and date, forward to us. **\*\*Please sign Section II, Parent signature and date\*\***